

REQUEST FOR PROPOSALS

The City of Las Vegas, New Mexico will open Sealed Proposals at 2:00 pm. January 20 2015, at the City Council Chambers, 1700 North Grand Avenue, Las Vegas, New Mexico, or other designated area at the City Offices; ON THE FOLLOWING:

SPECIAL EVENT – LODGERS TAX, ADVERTISING AND/OR PROMOTING SPECIAL EVENT (S)
IN THE LAS VEGAS AREA

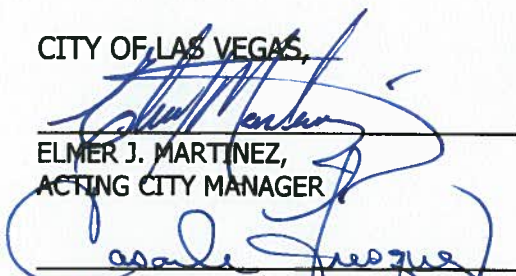
Proposal Forms and Specifications may be obtained from the following location:

City of Las Vegas
1700 North Grand Avenue,
Las Vegas, New Mexico 87701.

Mailed proposal should be addressed to the City Clerk, 1700 N. Grand Avenue, Las Vegas, New Mexico 87701; with the envelope marked: "Special Events-Lodgers Tax" Opening No. 2015-19; on the lower left-hand corner of the submitted envelope. It shall be the responsibility of the Offeror to see that their proposal is delivered to the **City Clerk** by the date and time set for the proposal request. If the mail or delivery of proposal request is delayed beyond the opening date and time, proposal thus delayed will not be considered. Proposals will be reviewed at a later date with possible negotiations to follow.

The City of Las Vegas reserves the right to reject any/or all projects submitted.

CITY OF LAS VEGAS,


ELMER J. MARTINEZ,
ACTING CITY MANAGER


CASANDRA FRESQUEZ,
CITY CLERK


ANN M. GALLEGOS,
FINANCE DIRECTOR


JUNE TAFOYA-CORDOVA,
PURCHASING OFFICER

Opening No. 2015-19

Date Issued: 12-18-14

Published: LAS VEGAS OPTIC -
www.lasvegasnm.gov

December 24, 2014

OFFEROR INFORMATION

OFFEROR: _____

AUTHORIZED AGENT: _____

ADDRESS: _____

TELEPHONE NUMBER: (_____)_____

FAX NUMBER: (_____)_____

DELIVERY: _____

STATE PURCHASING RESIDENT CERTIFICATION NO.: _____

NEW MEXICO CONTRACTORS LICENSE NO.: _____

SERVICE (S): SPECIAL EVENT – LODGERS TAX, ADVERTISING AND/OR PROMOTING SPECIAL
EVENT (S) IN THE LAS VEGAS AREA

THE CITY OF LAS VEGAS RESERVES THE RIGHT TO REJECT ANY OR ALL PROPOSALS AND TO
WAIVE ANY TECHNICAL IRREGULARITY IN THE FORM

AFFIDAVIT FOR FILING WITH PROPOSAL

STATE OF _____)
) ss
COUNTY OF _____)

I _____, of lawful age, being of first duly sworn in oath, say that I
am the agent authorized by the offerors to submit the attached proposal. Affiant further states
that the offeror has not been a party to any collusion among offerors in restraint of freedom of
competition by agreement to a fixed price or to refrain from submitting a proposal or with any
city official or employee as to the quantity, quality or price in the prospective contract, or any
other terms of said prospective contract; or in any discussion between offerors with any city
official concerning an exchange of money or any other thing of value for special consideration in
the letting of a contract.

Signature

Subscribed and sworn to before me, this ____ day of _____, 20 _____.

Notary Public Signature

My Commission Expires: _____

STANDARD PROPOSAL CLAUSES

AWARDED PROPOSAL

Awarding of Proposal shall be made to the responsible Offeror whose Proposal best meets the specifications. The City of Las Vegas (City) reserves the right to reject any or all Proposals submitted.

The City of Las Vegas reserves the right to make multiple awards on Professional Services proposals. All contracts shall be presented to the Governing Body for approval.

TIMETABLE

Proposals pursuant to this request must be received at the City Clerk's Office at 1700 North Grand Avenue, Las Vegas, New Mexico, on or before: January 20, 20 15 ; 2:00 p.m.; at which time all proposals received will be opened. The opening will occur at the City Offices. Awarding of proposal is projected for: February, 2015. The successful offeror will be notified by mail.

ENVELOPES

Sealed Proposal envelopes shall be clearly marked on the lower left-hand corner, identified by the Proposal name and opening number. Failure to comply with this requirement may result in the rejection of the submitted Proposal.

BRIBERY AND KICKBACK

The procurement code of New Mexico; (Section 13-1-28 through 13-1-199 N.M.S.A. 1978), impose a third degree felony penalty for bribery of a public official or public employee. In addition, the New Mexico Criminal Statutes (Section 30-4-1 N.M.S.A. 1978), states that it is a third degree felony to commit offense of demanding or receiving a bribe by a public official or public employee. (Section 30-24-2 N.M.S.A. 1978), it is a fourth degree felony to commit the offense of soliciting or receiving illegal kickbacks. In addition, (Section 30-41-1 through 30-41-3 N.M.S.A. 1978), states that it is a fourth degree felony to commit the offense of offering or paying illegal kickbacks.

RESPONSIBILITY OF OFFEROR

At all times it shall be the responsibility of the Offeror to see that their Proposal is delivered to the City Clerk by the Date and Time scheduled for opening. If the mail or delivery of said proposal is delayed beyond the scheduled opening date and time set proposal thus delayed will not be considered.

NON-COLLUSION

In signing their Proposal and Affidavit, the offeror certifies that he/she has not, either directly or in directly entered into action of restraint of free competition, in the connection with the submitted Proposal.

CLARIFICATION OF PROPOSAL

Offeror requiring clarification or interpretation of the proposal specifications shall make a written request to the Department involved in this proposal request at least five (5) days prior to the scheduled proposal opening date; with a copy forwarded to the Finance Department. Any interpretations, correction, or changes (not part of the negotiation stage) of said proposal specifications shall be made by "ADDENDUM" only; including any Opening Date or Time Change. Interpretations, corrections, or changes of said proposal made in any other manner (before opening and negotiation stage) will not be binding and offeror shall not rely upon such interpretations, corrections, and changes.

MODIFICATION OR WITHDRAWAL OF PROPOSAL

A Proposal may not be withdrawn or cancelled by the offeror following the scheduled opening date and time; the Offeror does so agree in submitting their Proposal. Prior to the schedule time and date of opening, proposals submitted early may be withdrawn, but may not be re-submitted.

APPLICATION OF PREFERENCE

Pursuant to (Section 13-1-21 and 13-1-22 N.M.S.A. 1978) any New Mexico resident business or resident manufacturer who wishes to receive the benefit of an "Application of Preference" must provide their Certification Number (issued by N.M. State Purchasing) with their proposal on the "OFFEROR INFORMATION/AFFIDAVIT" form.

FEDERAL TAX IDENTIFICATION NUMBER

Pursuant to IRS requirements, Offerors shall provide their Federal Tax ID Number if Offeror is incorporated. If Offeror is a sole proprietorship or partnership, then shall provide their Social Security Number.

FEDERAL TAX ID NUMBER: _____

SOCIAL SECURITY NUMBER: _____

NEW MEXICO TAX IDENTIFICATION NUMBER

Payment may be withheld under (Section 7-10-5 N.M.S.A. 1978) if you are subject to New Mexico Gross Receipts Tax and have not registered for a New Mexico (CRS) Tax Identification Number, contact the New Mexico Taxation & Revenue Department at (505) 8270700 for registering instructions.

New Mexico (CRS) Tax Identification Number: _____

CAMPAIGN CONTRIBUTION DISCLOSURE FORM

The Bidder shall submit a completed Campaign Contribution Disclosure Form Pursuant to Chapter 81, Laws of 2006.

SPECIAL NOTICE

Proposal will be opened and all submitted copies will be checked for accuracy of Department's specific amount of copies requested. Any price or other factors of the submitted proposals will not be read out loud to anyone in attendance at the proposal opening. All factors of the submitted proposal are not public record to other offerors or interested parties before the negotiation or awarding process.

The department involved in the proposal request will evaluate all proposals submitted according to the evaluation criteria indicated in the proposal specifications.

NEGOTIATION

Pursuant to the City of Las Vegas Purchasing rules and regulations (section 6.7) discussions or negotiations may be conducted with a responsible offeror who submits an acceptable or potentially acceptable proposal.

CONTRACT

When the City issues a Purchase Order in response to an awarded proposal, a binding contract is created, (unless a specific contract has been created).

TAXES:

Bidder must pay all applicable taxes.

NOTE:

If bidder is from outside the City of Las Vegas, the successful bidder Must pay Gross Receipts Tax in the City of Las Vegas. Successful bidder will be required to obtain a business license from the City of Las Vegas prior to commencing any project within the City limits.

In the past, the City of Las Vegas has considered and funded special events as applications were submitted during the fiscal year to the Lodger's Tax Advisory Board. This practice will no longer occur.

CAMPAIGN CONTRIBUTION DISCLOSURE FORM

Pursuant to Chapter 81, Laws of 2006, any prospective contractor seeking to enter into a contract with any state agency or local public body must fill this form with that state agency or local public body. The prospective contractor must disclose whether they, a family member or a representative of the prospective contractor has made a campaign contribution to an applicable public official of the state or a local public body during the two years prior to the date on which the contractor submits a proposal or, in the case of a sole source or small purchase contract, the two years prior to the date the contractor signs the contract, if the aggregate total of contributions given by the prospective contractor, a family member or a representative of the prospective contractor to the public official exceeds two hundred and fifty dollars (\$250) over the two year period.

THIS FORM MUST BE FILED BY ANY PROSPECTIVE CONTRACTOR WHETHER OR NOT THEY, THEIR FAMILY MEMBER OR THEIR REPRESENTATIVE HAS MADE ANY CONTRIBUTIONS SUBJECT TO DISCLOSURE.

The following definitions apply:

"Applicable public official" means a person elected to an office or a person appointed to complete a term of an elected office, who has the authority to award or influence the award of the contract for which the prospective contractor is submitting a competitive sealed proposal or who has the authority to negotiate a sole source or small purchase contract that may be awarded without submission of a sealed competitive proposal.

"Campaign Contribution" means a gift, subscription, loan, advance or deposit of money or other thing of value, including the estimated value of an in-kind contribution, that is made to or received by an applicable public official or any person authorized to raise, collect or expend contributions on that official's behalf for the purpose of electing the official to either statewide or local office. "Campaign Contribution" includes the payment of a debt incurred in an election campaign, but does not include the value of services provided without compensation or unreimbursed travel or other personal expenses of individuals who volunteer a portion or all of their time on behalf of a candidate or political committee, nor does it include the administrative or solicitation expenses of a political committee that are paid by an organization that sponsors the committee.

"Contract" means any agreement for the procurement of items of tangible personal property, services, professional services or construction.

"Family member" means spouse, father, mother, child, father-in-law, mother-in-law, daughter-in-law or son-in-law.

"Pendency of the procurement process" means the time period commencing with the public notice of the request for proposals and ending with the award of the contract or the cancellation of the request for proposals.

"Person" means any corporation, partnership, individual, joint venture, association or any other private legal entity.

"Prospective contractor" means a person who is subject to the competitive sealed proposal process set forth in the Procurement Code or is not required to submit a competitive sealed proposal because that person qualifies for a sole source or a small purchase contract.

"Representative of a Prospective contractor" means an officer or director of a corporation, a member or manager of a limited liability corporation, a partner of a partnership or a trustee of a trust of the prospective contractor.

DISCLOSURE OF CONTRIBUTIONS:

Contribution made By: _____

Relation to Prospective Contractor: _____

Name of Applicable Public Official: _____

Date Contribution (s) Made: _____

Amount (s) of Contribution (s): _____

Nature of Contribution (s): _____

Purpose of Contribution (s): _____

(The above fields are unlimited in size) _____

Signature

Date

Title (Position)

NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS (\$250) WERE MADE to an applicable public official by me, a family member or representative.

Signature

Date

Title (Position)

Request for Proposals Special Events-Lodgers Tax

The City of Las Vegas, New Mexico will open Sealed Proposals at 2:00 pm. January 20, 2015, at the City Council Chambers, 1700 North Grand Avenue, Las Vegas, New Mexico, or other designated area at the City Offices; ON THE FOLLOWING:

Please note: in the past the City of Las Vegas has considered and funded special events as applications are submitted during the fiscal year to the Lodger's Tax Advisory Board. This will no longer occur.

The City of Las Vegas is requesting sealed proposals for **advertising and/or promoting special event (s) in the Las Vegas area** for fiscal year 2014/2015. (July 1, 2014 – June 30, 2015) The Lodger's Tax Board will review the proposals and determine funding applicability and amounts. All contracts shall be presented to the Governing Body for approval. Events occurring in July, August or September of 2015 are applicable; however, all advertising and or promotions must be completed, with invoices and required backup turned in, prior to June 15, 2015. Special events may include a single event or a series of events, to which the public is invited to watch, listen or participate. Proposal specifications may be obtained from the City Clerk's office at 1700 N Grant Avenue, Las Vegas, New Mexico 87701. The sealed envelope will be marked "Special Event-Lodgers Tax" Opening No. 2015-19 on the lower left hand corner.

Offeror is to provide six (6) copies of the proposal to the City, including one (1) original.

A pre-proposal conference with prospective Offerors will be held on January 7, 2015 at 2:00 pm at the City Council Chambers, 1700 N Grand Avenue, Las Vegas, NM 87701.

Proposal Forms and Specifications may be obtained from the following location: City of Las Vegas Community Development Department, 1700 North Grand Avenue, Las Vegas, New Mexico 87701.

Mailed proposal should be addressed to the City Clerk, 1700 N. Grand Avenue, Las Vegas, New Mexico 87701; with the envelope marked: "Special Events-Lodgers Tax" Opening No.2015-19; on the lower left-hand corner of the submitted envelope. It shall be the responsibility of the Offeror to see that their proposal is delivered to the **City Clerk** by the date and time set for the proposal request. If the mail or delivery of proposal request is delayed beyond the opening date and time, proposal thus delayed will not be considered. Proposals will be reviewed at a later date with possible negotiations to follow.

The City of Las Vegas reserves the right to reject any/or all projects submitted.

TO AVOID YOUR PROPOSAL FROM BEING REJECTED PLEASE NOTE:

A CAMPAIGN CONTRIBUTION DISCLOSURE FORM MUST BE FILED BY ANY PROSPECTIVE OFFEROR WHETHER OR NOT THEY, THEIR FAMILY MEMBER, OR THEIR REPRESENTATIVE HAS MADE ANY CONTRIBUTIONS SUBJECT TO DISCLOSURE. ALSO, THE OFFEROR INFORMATION MUST BE COMPLETED AND NOTARIZED.

I. Services Requested

Please note that a qualified Offeror may submit proposal(s) for advertising and/or promotion of Special Event(s) for the 2014/2015 fiscal year (*July 1, 2014 – June 30, 2015*). Events occurring in July, August and September 2015 are applicable; however, all advertising and/or promotions must be completed with invoices and required backup turned in prior to June 15, 2015. Special Events may include a single event or a series of events, to which the public is invited to watch, listen or participate. Special Events that encourage overnight lodging in hotel and motels are considered most favorable. Advertisements and/or promotional materials must include recognition of the City of Las Vegas Lodgers Tax. Offeror is to provide an estimated cost to implement the special event and indicate other financial resources, either cash or in-kind and co-sponsors/contributors. Offeror must specify an amount being requested. The final contract price is subject to negotiation. Offeror must include a method or approach to measure the economic impact of the special event.

Offeror's proposal for each event is to include the following:

1. A project narrative describing the event and including estimated number of participants;
2. A description of the target market(s) the special event will reach;
3. The advertising strategies and materials that will be used to attract visitors/participants from out of the local area, and encourage them to stay overnight or longer;
4. Methods the Offeror will use to measure the overall success and economic impact of the event;
5. A description of or estimate of the economic impact on the City of Las Vegas, by means of generating revenue for restaurants, hotels, grocery stores, gas stations, etc.;
6. A budget showing the overall cost of the event, cash and in-kind match provided by the Offeror and co-sponsors or other contributors, and the amount requested from Lodgers Tax. (Cash and in-kind match must be shown separately.);
7. A statement assuring the Offeror is financially capable of carrying out the event(s);
8. Offeror must submit a written report and present end results to the city as required under a negotiated contract. All invoices and required backup must be submitted no later than fourteen (14) days following the events(s). Required backup will be clearly specified in the negotiated contract.

II. Length of Proposed Contract

The contract will be an annual contract. However, if it is determined to be advantageous to the City, it may be a multi-term contract for a period not to exceed four years, renewable annually.

III. **Criteria for Acceptance of Proposals**

The City of Las Vegas reserves the right to make multiple awards on Professional Services proposals. All contracts shall be presented to the Governing Body for approval. All proposals shall be reviewed for compliance with requirements, as set forth within the Request for Proposals. Proposals will be reviewed and accepted by the Lodgers Tax Advisory Board and the city. The following criteria will be considered in awarding the proposal. Please note that a percentage is awarded for each category:

1. Experience of the Offeror - 10%

Experience of the Offeror in the area of administration and management of the proposed or other special events.

2. Impact of the event on the lodging and tourism related industry - 30%

3. Technical Implementation - 30%

The implementation strategies to be used by the Offeror to achieve a successful event and the advertising strategies and materials that will be used to attract visitors/participants from out of the local area, and encourage them to stay overnight or longer. The methods or approaches that will be used to evaluate and report the impact of the event. Note: During the term of the contract, the Offeror will be required to provide descriptive and financial reports to the City of Las Vegas Lodgers Tax Advisory Board.

4. Personnel – 10%

Identify key members of Offeror's team including brief resumes of expertise and related job experience and their capability to promote and implement the event.

5. Cash Match and In-kind Services provided by the Offeror/co-sponsors or contributors - 20%

IV. **Contractual Terms Required**

AGREEMENT FOR SPECIAL EVENT FUNDING

THIS AGREEMENT is made and entered into and effective this _____ day of _____, 2015 by and between the City of Las Vegas, hereinafter referred to as "City" and _____ ("Organization") for _____ ("Event") hereinafter referred to as "Contractor." The contractor has received notice of funding allocation award from the City of Las Vegas Lodgers Tax to assist in the advertising and promotion for the above referenced event.

IN CONSIDERATION of the mutual promise and covenants contained herein the City and Contractor agree as follows:

1. **PURPOSE** The purpose of this agreement is to assist the Contractor in advertisement and promotion of tourist-related events and attractions, specifically for the event known as the _____.
2. **SCOPE OF WORK** Contractor agrees to provide all advertising and promotion for the _____ as offered in Contractor's proposal (see Exhibit A).

Contractor has been approved an allocation of \$ 000.00 by the Lodgers Tax Board at its _____ Meeting and by the City of Las Vegas at its _____ meeting. As a condition of funding, the Contractor must meet the following conditions:

- a. Advertising and promotional materials should be professional and be aimed at attracting outside visitors;
- b. Contractor must include the City logo and the words "City of Las Vegas Lodgers Tax" on all advertising and promotional materials;
- c. All invoices must be submitted within fourteen (14) days following the event;
- d. Contractor must make a presentation on outcome of event to the Lodgers Tax Advisory Board;
- e. If applicable, Contractor agrees to maintain liability insurance in the amounts provided for in the Special Events Permit and name the City as additional insured;

f. The Contractor agrees that he/she is an independent contractor and not an agent of the City of Las Vegas;

g. Contractor agrees, upon demand of the City, to open books for said event for an audit by the City.

3. PAYMENT The total amount the City will pay to the Contractor under this Agreement shall be an amount approved by the City. Payment shall be made to the Contractor by the City within 30 days from receipt of appropriate documentation from the Contractor (invoices to the Contractor, tear-sheets, examples or copies of advertisements, etc.) Payments will only be made upon submission by Contractor of invoices requiring payment, required backup, and upon approval by the City.

4. PROJECT REPORT Contractor agrees that upon completion of event, a written Project Report will be submitted with final invoicing. If the Contractor does not submit a Project Report with final invoicing, payment will not be made. Sources of information may include qualitative and quantatative event information related to participants, lodging, restaurants, and retail or event surveys.

5. FUNDS ACCOUNTABILITY Contractor agrees to maintain books, records, documents receipts and other evidence pertaining to the costs and expenses relating to the event to the extent and in such detail as to properly affect all costs, direct and indirect, of labor, materials, equipment, supplies, and services and other costs and expenses as may be required by the City.

6. ENTIRE AGREEMENT This Agreement constitutes the entire agreement between the parties and no other agreement or understandings or representations shall be made that are not contained in this Agreement.

7. DISCLOSURE TO CITY At such times and in such form as the City Council may require, there shall be furnished to the City as such statements, records, reports, dates and information as the City may request during normal business hours and as often as the City may deem necessary. There shall be made available to the City for examination all records maintained by the Contractor with respect to all matters covered by this agreement, and the Contractor will permit the City to audit, examine and make excerpts of transcripts from such records, and make audits of all data relating to all matters covered by this agreement subject to the limitations set out above.

8. NO FINANCIAL INTEREST No Contractor or employee of the City or of the Contractor who exercises any function or responsibility in connection with the planning and carrying out of any of the provisions of this agreement shall have any direct personal financial interest in this agreement, and the Contractor shall take appropriate steps to assure compliance.

9. **PREJUDICE** No person, on account of race, color, religion or national origin shall be excluded from participating in, denied the benefits of, or activity made possible by or resulting from this agreement.
10. **POLITICAL ACTIVITY** None of the funds, materials, property or services rendered directly or indirectly under this agreement shall be used in the performance of this agreement for any political activity or to further the election or defeat of any candidate for State, Federal or local office.
11. **ASSIGNMENT** The Contractor shall not assign any interest in this agreement, excluding payments for services by the Contractor, as provided for above and shall not transfer any interest in the same (whether by assignment or novation), without the prior written consent of the City hereto. Provided, however, that claims for money due or to become due to the Contractor from the City under this agreement may be assigned to a bank, trust company, or other financial institution without such approval.
12. **SUBJECT TO LAWS** The Contractor shall comply at its own cost with all applicable laws, ordinances, and codes of the federal, state and local government.
13. **NO FURTHER LIABILITY** The City shall not be obligated or liable under this agreement to any party other than the Contractor for payment of any monies or for provision of any goods or services unless such liabilities are specifically agreed to in this Agreement.
14. **JURISDICTION** It is mutually agreed by and between the parties hereto that this agreement shall be performed in Las Vegas, San Miguel County, New Mexico, and further, that any legal action or causes of action in connection herewith will be within the jurisdiction of the appropriate court in San Miguel County, New Mexico, for all purposes.
15. **TERMINATION** If the City shall so decide, with or without cause, to terminate this agreement at any time, it may do so. In such event, the City shall thereupon have the right to terminate this agreement upon thirty (30) days written notice of termination given to the Contractor. In such event, all finished or unfinished documents, data, studies, photographs, reports, and the rights to any property prepared or procured by the Contractor under this agreement shall, at the option of the City, become its property and the Contractor shall be entitled to receive just and equitable compensation for any work satisfactorily completed through the termination date. Similarly, the Contractor may, with or without cause, terminate this agreement with thirty (30) days written notice and the City shall reimburse the Contractor for any and all expenses incurred that have not been reimbursed prior to the time of notification provided those expenses are otherwise proper hereunder.

- 16. ENTIRE AGREEMENT** This agreement constitutes the entire agreement between the parties hereto; any prior agreement, whether written or oral, or assertion or statement, or understanding or other commitment antecedent to this agreement shall not have any force or effect whatsoever, unless the same is mutually agreed to by the parties hereto and reduced to writing. No changes or amendments to this agreement shall be effective except those with written approval by both parties.
- 17. AMENDMENT** This contract will not be altered, changed or amended except by a written document signed by the parties to this contract.
- 18. AUTHORITY TO BIND THE CITY** The Contractor shall not have authority to enter into any contract binding upon the City or to create any obligation on the part of the City except such as shall be specifically authorized by the City Council or by the City Manager acting upon authority granted by the City Council.
- 19. NOTICES** Any notices required to be given under this agreement shall be deemed sufficient if given in writing, by mail, to the principal office of the City or to the principal office of the Contractor.

CONTRACTOR:

CITY OF LAS VEGAS:

Elmer J. Martinez
Acting City Manager

ATTEST:

Casandra Fresquez, City Clerk

REVIEWED AND APPROVED AS TO
LEGAL SUFFICIENCY ONLY:

Dave Romero Jr., City Attorney

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

EVALUATOR: _____

DATE: _____

RATING SHEET FOR:

Offeror: _____

ITEM	POSSIBLE POINTS	POINTS AWARDED
RFP – LODGERS TAX SPECIAL EVENTS		
1. Experience of the Offeror	<u>10</u>	
2. Impact of the Event on the Lodging and Tourism Related Industry	<u>30</u>	
3. Technical Implementation	<u>30</u>	
4. Personnel	<u>10</u>	
5. Cash Match and In-Kind Services	<u>20</u>	
SUBTOTAL LODGERS TAX SPECIAL EVENTS	<u>100</u>	